



C O M P R E F O R M
A C T I O N B U L L E T I N

Bulletin No. 19

TO: Agency Human Resource Directors

FROM: Sara Redding Wilson, Director
Department of Human Resource Management

DATE: February 15, 2001

SUBJECT: Salary Reference Data Workshop/Informational Session

Workshop/Informational Sessions for agency human resource staff who registered for access to the salary reference data are scheduled as follows:

Thursday, March 15, 2001 - 12:30 PM to 4:30 PM

OR

Friday, March 16, 2001 - 12:30 PM to 4:30 PM

The location for these sessions is Conference Rooms C, D, and E (combined) in the James Monroe Building.

Please register with Carolyn Arrington by either e-mail (carrington@dhrm.state.va.us) or phone (804-225-2134) for the session you prefer your staff to attend.

The sessions will be presented by consultants from Watson Wyatt Worldwide and will include the following topics: using salary reference data; identifying key steps in market pricing; collecting salary data; evaluating survey sources; matching jobs to the labor market; preparing and analyzing salary data; and reporting findings and recommendations. Also, modifications and updates to the salary reference data web site will be reviewed.

If you have any questions about this document, please contact Pam Hill, Compensation Consultant, at 804-786-4385 or phill@dhrm.state.va.us.

Copy: Cabinet Secretaries
Agency Heads